



## OFFICIAL NOTICE OF A MEETING OF THE COUNCIL OF THE CITY OF RIPON

**Date:** 2<sup>nd</sup> June 2025

**Time:** 6:00pm

**Location:** The Council Chamber, the Town Hall, Ripon, HG4 1DD.

To members of the Council

You are summoned to attend a meeting of Ripon City Council for the purposes of determining the agenda items listed below:

P M Benson  
Chief Officer  
28<sup>th</sup> May 2025

---

### AGENDA

73/25	<ol style="list-style-type: none"><li>1. To receive apologies;</li><li>2. To approve reasons for absence.</li></ol>
74/25	To request any disclosure of an interest in relation to any matter under consideration at this meeting (financial or otherwise) and to consider any written requests for dispensation.
75/25	Members of the public are invited to question, seek clarification or make representation to members of the Council on any Agenda item as listed below.
76/25	To consider and approve the Minutes of the Meeting held on the 7 <sup>th</sup> May 2025.
77/25	<b>Annual Governance and Accountability Return and other Governance Matters</b> <ol style="list-style-type: none"><li>1. To approve the Annual Governance Statement for 2024-25 as found on the Annual Return;</li><li>2. To approve the Accounting Statements for 2024-25 as found on the Annual Return;</li><li>3. To receive the year end accounting reports.</li><li>4. To receive the Annual Internal Audit Report for 2024-25 as found on the annual return and to receive the final Internal Audit Report for 2024-25, noting the recommendations therein.</li></ol>
78/25	<b>Finance, Policies and Governance Matters</b> <ol style="list-style-type: none"><li>1. To receive the Income and Expenditure report for the following periods<ol style="list-style-type: none"><li>i. 1<sup>st</sup> April 2025 to 30<sup>th</sup> April 2025.</li></ol></li><li>2. To receive the list of payments for the following periods<ol style="list-style-type: none"><li>i. 1<sup>st</sup> March 2025 to 31<sup>st</sup> March 2025.</li><li>ii. 1<sup>st</sup> April 2025 to 30<sup>th</sup> April 2025.</li></ol></li></ol>

	<ol style="list-style-type: none"> <li>3. To note that the bank reconciliations for the period 30<sup>th</sup> April 2025 have been signed in accordance with the requirements of Financial Regulations.</li> <li>4. To receive an update on the following matters: <ol style="list-style-type: none"> <li>i. Asset Register;</li> <li>ii. Insurance renewal process.</li> </ol> </li> <li>5. To consider the Reserves - Earmarked Reserves and to consider transfers as appropriate;</li> <li>6. To receive and approve the list of direct debits on the Unitary Trust Bank Account.</li> </ol>						
79/25	<p><b>Small Grants and Partnership Funding</b></p> <ol style="list-style-type: none"> <li>1. To receive a report on Small Grants awarded in 2024-25 following completion of a review on how monies have been spent.</li> <li>2. To receive the Small Grant's Applications detailed below and agree appropriate action.</li> </ol> <table border="1"> <thead> <tr> <th>Organisation</th><th>Amount Requested</th></tr> </thead> <tbody> <tr> <td>Ripon Men's Shed</td><td>£1000.00</td></tr> <tr> <td>Ripon Military Heritage Trust</td><td>£975.00</td></tr> </tbody> </table> <ol style="list-style-type: none"> <li>3. To receive an update on Partnership Funding following completion of the annual review and to agree to award funding for the 2025-26 financial year.</li> <li>4. To receive an update from the St Wilfrid's Procession Committee following their prior application to the Partnership Funding Scheme and former resolution to recommend.</li> <li>5. To consider the terms of crowd barrier loan to Partnership Funded Organisations.</li> </ol>	Organisation	Amount Requested	Ripon Men's Shed	£1000.00	Ripon Military Heritage Trust	£975.00
Organisation	Amount Requested						
Ripon Men's Shed	£1000.00						
Ripon Military Heritage Trust	£975.00						
80/25	<p><b>Double Devolution</b></p> <p>To receive an update on Double Devolution if received and to agree appropriate action.</p>						
81/25	<p>To receive correspondence and agree appropriate action:</p> <ol style="list-style-type: none"> <li>1. Email dated 9<sup>th</sup> May 2025 - North Yorkshire Council, BT Payphone Consultation, noting that an application to adopt the fourth phone box on it becoming available has been submitted to BT.</li> <li>2. Email dated 13<sup>th</sup> May 2025 - North Yorkshire Council, Pedestrianisation in Ripon;</li> <li>3. Email dated 19<sup>th</sup> May 2025 – North Yorkshire Council, North Yorkshire Local Plan: our first conversation.</li> <li>4. Email dated 28<sup>th</sup> April 2025 – Ripon Together, RCC Gazebo</li> </ol>						
82/25	<p>To receive the Electoral Review of North Yorkshire Council: Draft Recommendations from The Local Government Boundary Commission for England dated 1<sup>st</sup> April 2025 and agree to formulate a response.</p>						
83/25	<p>To consider a request to set up a RCC Markets Working Group.</p>						
84/25	<p>To re-visit RCC's Civility and Respect Pledge and to consider re-affirming the Council's commitment to the project.</p>						
85/25	<p>To consider requesting the reinstatement of the car park at the Skate Park/Camp Close.</p>						

<b>86/25</b>	<b>To consider the recommendations from the Alderman T F Spence Committee for co-option of members and to formalise co-option.</b>
<b>87/25</b>	<b>To receive the minutes from the following committees for information:</b> 1. Alderman T F Spence Committee – minutes dated 14 <sup>th</sup> April 2025.
<b>88/25</b>	<b>To receive and approve the Annual Report for 2024-25.</b>
<b>89/25</b>	<b>To receive advice in relation to the Alderman T F Spence Charity and to agree appropriate action.</b>
<b>90/25</b>	<b>Planning matters:</b> 1. To consider planning matters as detailed overleaf; 2. To receive the planning appendix.
<b>91/25</b>	<b>To receive the following verbal reports:</b> 1. Reports from North Yorkshire County Councillors if appropriate – for information only; 2. Reports from members and/or the Chief Officer on external organisations; 3. Report from Ripon Together; 4. Report from Ripon Bid; 5. Mayoral Announcements.
<b>92/25</b>	<b>To consider passing a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), that the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.</b>  <b>Noting that the nature of the exempt information as defined is in respect of the consideration of professional advice received, tenders, leases and acquisition of assets.</b>
<b>93/25</b>	<b>To consider quotations received in respect of the following at the site at Quarry Moor and agree appropriate action.</b>  1. Management Contractor; 2. Car park re-surfacing.
<b>94/25</b>	<b>To consider quotations received in respect of works required to the Cabmen's shelter and to agree to award the contract for external decoration</b>
<b>95/25</b>	<b>To receive an update on the refurbishment of the telephone kiosks and to consider the quotations received in respect of a Hornblower penny press and agree appropriate action.</b>

90/25	<p><b>Planning matters:</b>  <b>Planning applications as listed below to be considered and responses agreed to the consultations being carried out by the Planning Authority.</b></p> <p><i>Details of all planning applications listed below can be viewed online prior to the meeting at:</i>  <a href="https://www.northyorks.gov.uk/planning-and-conservation/view-and-comment-planning-applications/view-and-comment-planning-applications-your-area">https://www.northyorks.gov.uk/planning-and-conservation/view-and-comment-planning-applications/view-and-comment-planning-applications-your-area</a></p>
ZC25/01027/FUL	<p>Conversion of vacant garage / store with erection of first floor extension and side carport with first floor extension over to form 1 no. two storey detached dwelling (revised scheme)   Garage At Fishers Court High Skellgate Ripon North Yorkshire  <a href="#">ZC25/01027/FUL   Conversion of vacant garage / store with erection of first floor extension and side carport with first floor extension over to form 1 no. two storey detached dwelling (revised scheme)   Garage At Fishers Court High Skellgate Ripon North Yorkshire</a></p>
ZC25/01105/FUL	<p>Erection of garage and increased height of existing wall (revised scheme) 27 Princess Road Ripon North Yorkshire HG4 1HW  <a href="#">ZC25/01105/FUL   Erection of garage and increased height of existing wall (revised scheme)   27 Princess Road Ripon North Yorkshire HG4 1HW</a></p>
ZC25/01100/FUL	<p>Replacement workshop. Erection of replacement fencing, gates and brick wall.  Land To The Rear Of 47-50 Priest Lane Ripon North Yorkshire HG4 1LL  <a href="#">ZC25/01100/FUL   Replacement workshop. Erection of replacement fencing, gates and brick wall.   Land To The Rear Of 47-50 Priest Lane Ripon North Yorkshire HG4 1LL</a></p>
25/01270/COU	<p>Conversion of residential care home (Use Class C2) to form single dwelling (Use Class C3).  Skell Lodge Residential Home South Crescent Ripon North Yorkshire HG4 1SN  <a href="#">25/01270/COU   Conversion of residential care home (Use Class C2) to form single dwelling (Use Class C3).   Skell Lodge Residential Home South Crescent Ripon North Yorkshire HG4 1SN</a></p>
HGTZC25/00697/FULMAJ	<p>Erection of 27no. dwellings including associated access and infrastructure Land Comprising Field At 430655 472220 Springfield Close Ripon North Yorkshire  <a href="#">HGTZC25/00697/FULMAJ   Erection of 27no. dwellings including associated access and infrastructure   Land Comprising Field At 430655 472220 Springfield Close Ripon North Yorkshire</a></p>
HGTZC25/01126/FUL	<p>Single storey pitched roof extension to rear and formation of walk-in bay window to front.  5 Freemantle Place Ripon North Yorkshire HG4 1UR  <a href="#">HGTZC25/01126/FUL   Single storey pitched roof extension to rear and formation of walk-in bay window to front.   5 Freemantle Place Ripon North Yorkshire HG4 1UR</a></p>
25/01252/FUL	<p>Extension to existing storage and packaging facilities.  Ripon Select Foods Ltd Dallamires Way North Ripon North Yorkshire HG4 1TL  <a href="#">25/01252/FUL   Extension to existing storage and packaging facilities.   Ripon Select Foods Ltd Dallamires Way North Ripon North Yorkshire HG4 1TL</a></p>
25/01312/LB	<p>Replacement single glazed steel window within existing timber frame.  1 Market Place Ripon North Yorkshire HG4 1BP  <a href="#">25/01312/LB   Replacement single glazed steel window within existing timber frame.   1 Market Place Ripon North Yorkshire HG4 1BP</a></p>

25/01317/FUL	<p>Installation of 2.no rapid ev chargers together with ancillary electrical equipment to serve Marshall Way Car Park. Area Adjacent To Marshall Way Car Park Marshall Way Ripon North Yorkshire</p> <p><a href="#">25/01317/FUL   Installation of 2.no rapid ev chargers together with ancillary electrical equipment to serve Marshall Way Car Park.   Area Adjacent To Marshall Way Car Park Marshall Way Ripon North Yorkshire</a></p>
25/01316/LB	<p>To create a new staff facilities area to the existing basement and erect a new stud wall to the ground floor for staff access. Unicorn Hotel 2 Market Place Ripon North Yorkshire HG4 1BP</p> <p><a href="#">25/01316/LB   To create a new staff facilities area to the existing basement and erect a new stud wall to the ground floor for staff access.   Unicorn Hotel 2 Market Place Ripon North Yorkshire HG4 1BP</a></p>
25/01361/LB	<p>Repair works to a small lean to and adjoining brick internal passageway due to age and dilapidation and includes small brick boundary walls. 5B Kirkgate Ripon North Yorkshire HG4 1PA</p> <p><a href="#">25/01361/LB   Repair works to a small lean to and adjoining brick internal passageway due to age and dilapidation and includes small brick boundary walls.   5B Kirkgate Ripon North Yorkshire HG4 1PA</a></p>
DCPARISH25/01455/FUL	<p>Demolition of existing garage building &amp; failed rear extension and the erection of a new extension to replace them for additional accommodation 12 Lead Lane Ripon North Yorkshire HG4 2NE</p> <p><a href="#">25/01455/FUL   Demolition of existing garage building &amp; failed rear extension and the erection of a new extension to replace them for additional accommodation   12 Lead Lane Ripon North Yorkshire HG4 2NE</a></p>